

## WESTFORD HISTORICAL COMMISSION

3/17/2004

Present: Ken Tebbetts, Jane Hinckley, Bob Oliphant, Roberta McGuire, Phil Gilbert

Members not present: Stacey Perron, Sally Benedict

Guests: Donna Powell (275<sup>th</sup> Education Committee), Andy Olszowy (275<sup>th</sup> Documentary Committee)

The meeting was called to order at 7:05 pm.

### Open Forum:

Jane H. provided the group with a comprehensive package of material based upon her research over the previous month on two fronts. The first package detailed information about Westford's Town Pound. The second package was based upon information she had obtained through an interview with Norma Treat related to the Salem Post Road. The material was comprehensive and very interesting.

Jane H. also provided copies of a plan that she obtained from Town Hall. The plan shows a more detailed view of the Hill Orchard right-of-way and the old Salem Post Road stonewalls. The map shows the varying road width between the walls. Note 2 on the plan indicates *that the purpose of this plan is to create an access and utility easement.*

### Secretary's Report:

It was decided to defer discussion of this topic until the next meeting.

### Treasurer's Report:

It was decided to defer discussion of this topic until the next meeting.

### 275<sup>th</sup> Anniversary Committees Update

#### Education Sub-committee

Donna Powell presented the Education Committee's plans for integrating Westford's History and its 275<sup>th</sup> anniversary celebration into the school's curriculum. This integration will be done at all grade levels in age-appropriate ways.

She also shared the winning slogan for the banner with the group.

Donna's enthusiasm in presenting to the group was infectious and we all wished we were back in school to be part of this event, which will take place from April 12 through April 16, 2004 in Westford Public Schools. We wish them continued success!

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### 275<sup>th</sup> Anniversary Committees Update (Continued)

#### Documentary Sub-committee

Andy Olszowy presented his committee's plans to develop a video record of the year's celebratory events, which will include various interviews with some of our citizens. He provided the Commission with their proposal to purchase a computer workstation and necessary video editing software to facilitate the assembly, editing, and completion of this project.

Motion was made by Bob O. that the WHC spend up to \$2500 from the budget, that this money be used for the purchase of a computer workstation (configuration minimally as specified in the supplied proposal), the workstation be installed in the Museum Cottage, and that the WHC will be able to use this machine after the completion of this documentary project.

Motion was seconded by Jane H.

Vote: 5 in favor, 0 opposed, 0 abstained

If it can be done within the specified cost parameters, business application software may be installed on the workstation to facilitate applicable usage by the WHC.

According to Ken, the Westford Historical Society will provide the funding for the editing software.

#### Preservation Plan

Roberta provided a completely updated version of the entitled sections *Inventory*, *Our Community Today* and *Recommendations*. These can totally replace the sections that members currently have. The major changes since the last version:

- List of what inventories and surveys remain to be done
- Detailed list of structures built over time while losing farmland (with much help from Marilyn Day)
- Detailed recommendations, priorities and project plan

The detailed inventory spreadsheet (37 pages) needs to be prioritized! A first attempt has been made to do this. Methods for completing this effort were discussed and it was decided by all to devote our next meeting to that task, rather than schedule a Saturday morning meeting for this purpose. The next meeting will be on Wednesday April 14<sup>th</sup> at the Cottage at 7:00pm.

Also for the next meeting will be to review all of the recommendations and to be prepared to discuss and vote on each. This will determine preservation plan content.

Roberta will provide the group with 2 different prioritization criterions. We can then finalize what method to employ and apply this to our work.

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### Demolition Delay By-Law

No permits falling within the current bylaw were received this month.

### National Register of Historical Places

We should expect a reply in the fall regarding the cemetery nominations.

The Town Farm Building's current status was discussed. Physical state, potential usages, possible funding sources to either repair or to refurbish were briefly talked about.

### Hill Orchard Right-of-Way

Roberta H. and Jane H. attended the Planning Board meeting held on March 15. Howard Hall presented Bentley Building's plans to create a 900+ ft. driveway to access the 6-acre parcel on the far side of the orchard, crossing Conservation Land. Howard Hall stated at this meeting that he is in total agreement with the WHC letter written on March 6 relating to the old historic road, known as Salem Post Road. This matter was decided to be continued to the next Planning Board meeting on March 29<sup>th</sup> at 8:05pm. Ken indicated that he will not be able to attend (therefore will not be able to present) a presentation intended for the Planning Board. Ken said that he'd contact the Planning Board to determine the WHC's next steps.

### New Business

Roberta asked the group their opinion about assessing a fee for the demolition of structures that fall within the Demolition Delay bylaw. It was learned that the Selectmen would be the authority to set the fee, if it were to be changed. Ken asked Roberta to follow up with Christopher Skelly (MHC) to see what other communities are doing in this area.

### Next Meeting Date and Agenda

Next WHC meeting to be held on April 7<sup>th</sup>, rather than the 14<sup>th</sup> to accommodate scheduling conflicts. Agenda to be dedicated to prioritizing the Inventory Listing. Results to be applied to the Preservation Plan.

Adjournment: 9:10pm

Respectfully submitted,  
Roberta McGuire  
Acting Secretary

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